

County of Los Angeles  
**DEPARTMENT OF PUBLIC SOCIAL SERVICES**

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May 9, 2006

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**RECOMMENDATION TO DELEGATE AUTHORITY TO EXECUTE AN AMENDMENT  
TO EXTEND THE TRANSITIONAL SUBSIDIZED EMPLOYMENT PROGRAM, A  
CONTRACT WITH THE LOS ANGELES UNIFIED SCHOOL DISTRICT FOR THE  
CalWORKs PROGRAM, CONTRACTS WITH TEN COMMUNITY COLLEGES FOR  
THE CAREERS IN CHILD CARE TRAINING PROGRAM AND WITH THIRTEEN  
COMMUNITY COLLEGES FOR THE COMMUNITY COLLEGE CalWORKs  
PROGRAM, AND A CONTRACT WITH THE LOS ANGELES COUNTY OFFICE OF  
EDUCATION FOR THE CalWORKs SUPPORT SERVICES PROGRAM  
(ALL DISTRICTS - 3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Delegate authority to the Director of the Department of Public Social Services (DPSS) to execute one amendment and 25 sole source contracts as set forth in Attachment A, substantially similar to the attached sample amendment to extend the Transitional Subsidized Employment (TSE) Program (Attachment B) and the four attached sample contracts with the 1) Los Angeles Unified School District (LAUSD) for the CalWORKs Program (Attachment C), 2) ten community colleges for the Careers in Child Care Training Program (Attachment D), 3) thirteen community colleges for the Community College CalWORKs Program (Attachment E), and 4) Los Angeles County Office of Education (LACOE) for the CalWORKs Support Services Program (Attachment F). Each individual agency's costs are included in Attachment A for the TSE, CalWORKs, Careers in Child Care Training, Community College CalWORKs, and CalWORKs Support Services programs. The amendment extends the term of the TSE Program for a third year effective July 1, 2006 through June 30, 2007 and the 25 sole source contracts will be for the term July 1, 2006, or upon the DPSS Director's signature, whichever is later, through June 30, 2009.

*"To Enrich Lives Through Effective And Caring Service"*

The amendment will be funded through CalWORKs Single Allocation at a cost of \$4 million. The 25 sole source contracts will be funded through CalWORKs Single Allocation at a cost of \$3.6 million for the CalWORKs Program with LAUSD, \$4.8 million for the Careers in Child Care Training Program with ten community colleges, \$8.4 million for the Community College CalWORKs Program with 13 community colleges, and \$2.4 million for the CalWORKs Support Services Program with LACOE. There is no net County cost (NCC) impact.

The cost of the contracts for FY 2006-07 is \$1.2 million, \$1.6 million, \$2.8 million, and \$800,000 respectively for the CalWORKs Program, Careers in Child Care Training Program, Community College CalWORKs Program and the CalWORKs Support Services Program contracts and is included in the FY 2006-07 Final Adopted Budget. Funding for future years will be included in the Department's annual budget requests. The approval of County Counsel and the Chief Administrative Office (CAO) will be obtained prior to executing such contracts, and the Director will notify the CAO in writing within ten business days after execution.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The current contract amendment and contracts for these services expire June 30, 2006. Board approval of the recommendation will allow DPSS to continue the seamless delivery of services to CalWORKs participants which was set in place by the previous contracts.

#### **Transitional Subsidized Employment (TSE) Program**

On March 3, 2003, the Board approved the implementation plan for the TSE Program. The TSE Program was implemented on March 25, 2003 upon execution of the contract amendment to the GAIN Vocational Services contract with the City of Hawthorne. The goal of TSE is to assist CalWORKs participants to secure unsubsidized employment through participation in paid work experience, on-the-job training, and vocational classroom training. Beginning with FY 2003-04, the TSE program was funded for additional fiscal years. The amendment extends the TSE Program for a third year effective July 1, 2006 to June 30, 2007. Since the program's inception, 1,894 participants have been enrolled in TSE, 1,295 (68%) have completed training and of those who completed training, 874 (68%) were placed into unsubsidized employment.

#### **CalWORKs Program**

On March 4, 2003, the Board allocated \$500,000 through the use of CalWORKs Performance Incentives for FY 2002-03 for LAUSD to provide CalWORKs participants with out-of-classroom coordination services at 16 adult education school sites throughout Los Angeles County. Beginning with FY 2003-04, the contracts were funded at \$1.2 million for each additional fiscal year with the contract expiring June 30, 2006. This program was among those subject to the stakeholders' process.

LAUSD met the performance outcome measures for FY 2004-05 by providing 2,195 CalWORKs participants enrolled at the 16 school sites with coordination services in order to assist them in completing their academic/vocational training.

#### Careers in Child Care Training Program

On June 15, 1999, the Board instructed DPSS to develop and implement the Careers in Child Care Training Program, in conjunction with the community colleges, to train interested CalWORKs participants to become licensed child care providers in the child care and development field where a critical shortage of licensed child care providers exists. The first two pilot contracts began in July 1999, with the East Los Angeles and Rio Hondo Colleges. Due to the success of the pilot, contracts were executed with eight additional community colleges, which were executed in January 2000 through October 2000.

During the initial two years of the contracts, all ten contracts were extended six months beyond the original contract expiration dates pending the outcome of a stakeholders' prioritization process to allocate funds for core services that would assist participants in becoming self-sufficient. Beginning with FY 2002-03, the contracts were funded for additional fiscal years. Because State contracting regulations prohibit contract terms beyond three years, new contracts will need to be negotiated for a new three-year period.

The ten community colleges met the performance outcome measures for FY 2004-05. From the monthly average of 297 CalWORKs participants enrolled in the program on average per month:

- 157 (53%) CalWORKs participants earned child development units/or general education basic skills towards a career path resulting in employment;
- 111 (71%) CalWORKs participants qualified for certificates/Teacher's or Associate Teacher's permits;
- 50 (45%) CalWORKs participants worked in child development and related fields; and
- 229 (77%) CalWORKs participants received support and retention services.

#### Community College CalWORKs Program

On June 26, 2002, the Board instructed the Department to implement an appropriate mechanism to make funding available to 13 community colleges to provide comprehensive support services to assist CalWORKs students in completing their educational program. The Board allocated \$2.8 million through the use of CalWORKs Performance Incentives for FY 2002-03 for the community college districts in Los Angeles County to sustain their current CalWORKs coordination efforts. Beginning with FY 2003-04, the contracts were funded for additional fiscal years with the contracts expiring June 30, 2006.

The 13 community college districts met the performance outcome measures for FY 2004-05 by enrolling 4,811 CalWORKs participants in the Program and providing comprehensive support services to assist them in completing their college curriculum.

#### **CalWORKs Support Services Program**

On June 23, 2003, the Board allocated \$800,000 through the use of CalWORKs Performance Incentives-net County cost for FY 2003-04 for LACOE to act as an intermediary between the Department and interested Adult Education and Regional Occupational Program/Center (ROP) agencies to provide support services to CalWORKs participants. The contract was funded at \$800,000 for each additional fiscal year with the contract expiring June 30, 2006. This program was among those subject to the stakeholders' process.

LACOE met the performance outcome measure for the first half of FY 2005-06 by providing support services to a monthly average of 597 CalWORKs participants enrolled at 13 Adult Education and ROP agencies. These services assisted participants in obtaining and retaining employment by 1) removing the barriers that prevent them from achieving employment and 2) encouraging them to pursue the benchmarks towards employment, e.g., satisfactory attendance, attainment of job skills and completion of academic/vocational training.

#### **Implementation of Strategic Plan Goals**

The recommended action is consistent with the principles of the Countywide Strategic Plan Goal #5 (Children and Families' Well-Being) to improve the well-being of children and families in Los Angeles County as measured by the achievements in the five outcome areas adopted by the Board: good health; economic well-being; safety and survival; social and emotional well-being; and educational/workforce readiness.

#### **FISCAL IMPACT/FINANCING**

For the third-year extension (FY 2006-07) of the TSE Program, the cost will be funded through CalWORKs Single Allocation at a cost of \$4 million. For the three-year term of the 25 sole source contracts, the cost will be funded through CalWORKs Single Allocation at a cost of \$3.6 million, \$4.8 million, \$8.4 million, and \$2.4 million respectively for the CalWORKs Program, Careers in Child Care Training Program, Community College CalWORKs Program, and CalWORKs Support Services Program. There is no net County cost impact after the required CalWORKs Maintenance of Effort is met.

The cost of the 25 sole source contracts for FY 2006-07 is \$1.2 million, \$1.6 million, \$2.8 million, and \$800,000 respectively for the CalWORKs Program, Careers in Child Care Training Program, Community College CalWORKs Program, and CalWORKs Support Services Program and is included in the FY 2006-07 Final Adopted Budget. Funding for future years will be included in the Department's annual budget requests.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

County Counsel and the CAO have reviewed and approved this letter. County Counsel has reviewed and approved the sample amendment and contracts as to form.

The award of these contracts will not result in unauthorized disclosure of confidential information and will be in full compliance with Federal, State, and County regulations.

The County may terminate the contracts with a 30-calendar day prior written notice.

### **CONTRACTING PROCESS**

The California Department of Social Services Purchase of Service Regulations states that contracts may be negotiated without formal advertising for any service rendered by a local government agency, public university, public college or other public educational institution.

### **IMPACT ON CURRENT SERVICES**

The recommended action will not infringe on the role of the County in relationship to its residents and the County's ability to respond to emergencies will not be impaired. There is no change in risk exposure to the County.

### **CONCLUSION**

The Executive Officer, Board of Supervisors, is requested to return one adopted, stamped Board letter to the Director of DPSS.

Respectfully submitted,



Bryce Yokomizo  
Director

BY:cs

Attachments

c: Chief Administrative Officer  
County Counsel  
Auditor-Controller  
Executive Officer, Board of Supervisors

**DPSS AMENDMENT FOR FY 2006-07 AND CONTRACT RENEWALS  
FOR THE PERIOD OF JULY 1, 2006 THROUGH JUNE 30, 2009**

**Source of Funding: CalWORKs Single Allocation**

<u>AMENDMENT</u>	Fiscal Year Amount	Total Contract Amount (Three Years)
Transitional Subsidized Employment	\$4 million	
<b><u>SOLE SOURCE CONTRACTS</u></b>		
LAUSD CalWORKs	\$1.2 Million	\$3.6 Million
Careers in Child Care Training (10)	\$1.6 Million	\$4.8 Million
East Los Angeles College	\$160,000	
Rio Hondo College	\$160,000	
Compton College	\$160,000	
Los Angeles Southwest College	\$160,000	
Santa Monica College	\$160,000	
El Camino College	\$160,000	
Long Beach City College	\$160,000	
Citrus College	\$160,000	
Los Angeles Mission College	\$160,000	
Mount San Antonio College	\$160,000	
Community Colleges CalWORKs (13)	\$2.8 Million	\$8.4 Million
Rio Hondo	\$ 70,448	
Los Angeles District	\$1,238,384	
Compton	\$ 172,620	
Santa Monica	\$ 81,144	
Cerritos	\$ 114,436	
El Camino	\$ 160,356	
Long Beach City	\$ 260,820	
Antelope Valley	\$ 146,608	
Citrus	\$ 66,920	
Glendale	\$ 243,572	
Mount San Antonio	\$ 109,396	
Pasadena City	\$ 113,288	
Santa Clarita College of the Canyons	\$ 22,008	
LACOE CalWORKs Support Services	\$800,000	\$2.4 million